

**BY ORDER OF THE COMMANDER  
AIR RESERVE PERSONNEL CENTER**

**ARPC INSTRUCTION 36-2611  
8 APRIL 2002**



**Personnel**

**USE AND PREPARATION OF ARPC FORM 205**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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Certified by: HQ ARPC/DPSS (Ms Sherrie Briggs)  
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This instruction outlines the preparation and use of ARPC Form 205, **Third Party Disclosure Accounting**.

This instruction includes a requirement to maintain, collect, use, or disseminate information subject to the Privacy Act of 1974. AUTHORITY: 10 U.S.C. 10204, Personnel Records.

- 1. References:** AFI 37-138; AFI 36-2608
- 2. Purpose:** To allow eligible personnel to review reservists records on site.
- 3. Preparation.** All Sections are to be completed by the requester and approved by the releasing office at HQ ARPC.
- 4. Procedures:** When a representative from an outside agency (i.e. FBI, OSI, etc) identifies a need to review a reservist's record they must complete this form in order to gain access to whatever files they require.
- 5. Form Prescribed.** ARPC Form 205.

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